

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: AUGUST 27, 2008

COMMITTEE MEMBERS PRESENT:

SUPERVISORS BENTLEY
GIRARD
VANNESS
SOKOL
SIMMES
TAYLOR

COMMITTEE MEMBER ABSENT:

SUPERVISOR STEC

OTHERS PRESENT:

WILLIAM RESSE, DIRECTOR OF EMPLOYMENT & TRAINING
ADMINISTRATION
SHARON SANO, SENIOR COUNSELOR OF EMPLOYMENT &
TRAINING ADMINISTRATION
MARGARET SING SMITH, EXECUTIVE DIRECTOR OF THE WARREN
COUNTY YOUTH BUREAU
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE & FISCAL
SERVICES
FREDERICK MONROE, CHAIRMAN
JOAN SADY, CLERK OF THE BOARD
TODD LUNT, HUMAN RESOURCES DIRECTOR
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISOR KENNY
SUPERVISOR STRAINER
FRED AUSTIN, FORT WILLIAM HENRY
SARAH MCLENITHAN, LEGISLATIVE OFFICE SPECIALIST

Mr. Bentley called the meeting of the Human Services Committee to order at 9:30 a.m.

Motion was made by Mr. VanNess, seconded by Mrs. Simmes and carried unanimously to approve the minutes of the July 2, 2008 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to William Resse, Director of the Employment & Training Administration (ETA), who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Mr. Resse stated, agenda item one pertained to a request to appoint James E. Smith, of the Glens Falls Hospital, to the Saratoga-Warren-Washington Workforce Investment Board (SWW WIB) commencing September 19, 2008 and terminating June 30, 2011. He added that Mr. Smith would be replacing Marcy Dreimiller, of the Glens Falls Hospital, who had chosen not to be re-appointed.

Motion was made by Mr. VanNess, seconded by Mr. Girard and carried unanimously authorizing the appointment of James E. Smith to the SWW WIB as outlined above and the necessary resolution was authorized for the September 19, 2008 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Resse requested to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$21,837, to reflect the receipt of additional Workforce Investment Act (WIA) funds.

Motion was made by Mrs. Simmes, seconded by Mr. Girard and carried unanimously to amend the 2008 County budget, as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Resse requested authorization to fill the vacant position of ETA Counselor, base salary of \$29,702. He added that the position would be 100% federally funded through grants.

Motion was made by Mr. Taylor, seconded by Mr. Girard and carried unanimously to approve the request to fill the vacant ETA Counselor position as outlined above and to forward same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Mr. Resse stated, he was also requesting that the vacant Training Coordinator position, base salary of \$35,949, be deleted from the table of organization. He added that the duties previously undertaken by the Training Coordinator would now be performed by the E&T Counselor.

Motion was made by Mr. Taylor, seconded by Mr. Girard and carried unanimously to delete the Training Coordinator position thereby, amending the table of organization as outlined above and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Moving along to agenda item four, Mr. Resse presented a request for a contract with the Washington-Saratoga-Warren-Hamilton-Essex Board of Cooperative Educational Services (BOCES) to provide General Equivalency Diploma (GED) basic skills instructional services for the Workforce Investment Act (WIA) Youth Employment Program, in an amount not to exceed \$18,900, commencing October 1, 2008 and terminating June 30, 2009. He pointed out that the amount of \$9,909 listed on the agenda was incorrect due to the fact that this figure had not included reimbursement that would be received from Washington County. He reported that Washington County had originally advised that they would not be utilizing the BOCES GED Program for their students; however, he added, as of the prior day Washington County had decided to participate in the BOCES GED Program.

Mr. VanNess asked for clarification of the amount of the contract with WSWHE BOCES and Mr. Resse responded that he was requesting that the allotted amount for the contract would not exceed \$18,900, subject to Washington County transferring \$8,991 in funds to Warren County to cover their share of the expense for the program. Mr. VanNess questioned whether there was a contract in place with Warren and Washington Counties for inter-municipal services and Mr. Resse replied affirmatively.

Motion was made by Mr. VanNess, seconded by Mr. Girard and carried unanimously to authorize a contract with BOCES to supply General Equivalency Diploma (GED) basic skills instructional services for the WIA Youth Employment Program as outlined above contingent on written confirmation that Washington County will reimburse Warren County the amount of \$8,991 for their share of the program and the necessary resolution was authorized for the September 19, 2008 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Resse remarked that agenda item five pertained to pending items and added that pending item one referred to the SWW WIB appointments, of which one slot was left to be filled. The second pending item, he stated, referred to the policy for the staff supervision/oversight of the One Stop Career Centers, which would be redrafted and reviewed by the County Attorney and Todd Lunt, Human Resources Director. He advised the Committee that recent lay-offs by two local companies had taken place and that these were the first substantial lay-offs the Employment & Training Administration had been involved with in some time.

Sharon Sano, Senior Counselor for the ETA, thanked Chairman Monroe and Messrs. Kenny and Taylor for attending the awards ceremony honoring the youth workers from the Summer Employment Program on August 21, 2008. She added it had been a successful summer and she felt that the program had instilled proper work ethics in the young people involved.

The Employment & Training Administration portion of the Human Services Committee meeting concluded at 9:42 a.m. and Mr. Resse and Ms. Sano exited the meeting.

Privilege of the floor was extended to Margaret Sing-Smith, Executive Director of the Warren County Youth Bureau, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Smith explained that agenda item one was a request to authorize the Chairman of the Board to sign the Memorandum of Agreement with the Washington County Economic Opportunity Council (EOC), Inc. to provide the necessary activities and training in Warren County through the Assets Coming Together (ACT) for Youth grant, commencing on July 1, 2008 and terminating June 30, 2009, in an amount not to exceed \$5,310.

Motion was made by Mr. Girard, seconded by Mr. VanNess and carried unanimously to authorize the Chairman of the Board to sign the Memorandum of Agreement with Washington County EOC as outlined above and the necessary resolution was authorized for the September 19, 2008 Board meeting. *A copy of the resolution request form is on file with the minutes.*

For informational purposes, Ms. Smith requested a proclamation to recognize National Youth Court Month in September and added that she would provide the necessary documentation to the Clerk of the Board. She then said that she would be requesting a few moments at the September Board meeting to recognize the youths involved with the Warren County Youth Court Program.

Ms. Smith requested authorization to attend the ACT for Youth Annual training seminar, on September 21- 23, 2008 in Ithaca, New York. She noted that all expenses would be paid through the ACT for Youth Grant and she would be car pooling through the Washington County EOC.

Motion was made by Mr. VanNess, seconded by Mrs. Simmes and carried unanimously to authorize Mrs. Smith to attend the meeting as outlined above. *A copy of the Authorization to Attend a Meeting or Convention is on file with the minutes.*

As there was no further business to come before the Human Services Committee, on motion made by Mr. Simmes and seconded by Mr. Taylor, Mr. Bentley adjourned the meeting at 9:45 a.m.

Respectfully submitted,

Sarah McLenithan, Legislative Office Specialist